



May 1, 2019

Steven M. Hayes, Crime Laboratory Director
Alameda County
2901 Peralta Oaks Court
Oakland, CA 94605-5319

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Paul Coverdell Forensic Science Improvement Program
Subaward #: CQ18 14 0010, Cal OES ID: 001-00000

Dear Mr. Hayes:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$64,657, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at www.caloes.ca.gov.

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file

Rec'd
5/13/19
JMK

(5)

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES), makes a Grant Subaward of funds set forth to the following:

1. Subrecipient: <u>County of Alameda</u>		1a. DUNS#: 064165053
2. Implementing Agency: <u>Alameda County Sheriff's Office</u>		2a. DUNS#: 064165053
3. Implementing Agency Address: <u>2901 Peralta Oaks Ct.</u>	<u>Oakland</u>	<u>94605-5319</u>
	Street	City
4. Location of Project: <u>Oakland</u>	<u>Alameda</u>	<u>94605-5319</u>
	City	County
5. Disaster/Program Title: <u>Paul Coverdell Forensic Science Improvement Program</u>	6. Performance Period: <u>1/1/2019</u>	<u>to 12/31/2019</u>

7. Indirect Cost Rate: ☒ N/A; ☐ 10% de minimis; ☐ Federally Approved ICR _____ %

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13. Certification - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.


14. CA Public Records Act - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient: _____ 16. Federal Employer ID Number: 946000501

Name: Gregory J. Ahern Title: Sheriff/Coroner

Telephone: (510) 272-6866 FAX: (510) 272-3796 Email: gahern@acgov.org
(area code) (area code)

Payment Mailing Address: 1401 Lakeside Drive, 12th Floor City: Oakland Zip+4: 94612-4305

Signature:  Date: 11/19/18

[FOR Cal OES USE ONLY]

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purposes of this expenditure stated above.

<u>Mary Buckner</u>	<u>4/23/19</u>	<u>Patricia Stewart</u>	<u>4/24/19</u>
Cal OES Fiscal Officer	Date	Cal OES Director (or designee)	Date

Yr: 2018-19 / Chapter: 29/ PCA No: 18628
Item: 0690-102-0890 Component: 40.30.523
FAIN #: 2018-CD-BX-0015 CFDA#: 16.742
Federal Award Dates: 01/01/19 – 12/31/19
Fund: Federal Trust
Program: Paul Coverdell Forensic Science Improvement Program
Match Req.: None
Project No.: 18FSIA Amount: \$ 84,657

Amount: \$ 64,657

**CAL OES
GRANTS MANAGEMENT**

SPECIAL CONDITION

Grant Subaward No. CQ18140010 is hereby approved with the following condition:

- The 2018 FSIA Funds in the amount of \$64,657 must be expended by 12/31/19 and the final 2-201 must be received by Cal OES by 12/31/19. **This condition will reduce the liquidation period to zero days, with a Liquidation end date of 12/31/19.**

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the Grant Subaward and/or the denial of future grant funds.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUPPLEMENTAL GRANT SUBAWARD INFORMATION**

1. Cal OES Contact Information Section:

Governor's Office of Emergency Services
Mark S. Ghilarducci, Director
3650 Schriever Avenue
Mather, CA 95655
(916) 845-8506 phone • (916) 845-8511 fax

2. Federal Awarding Agency Section:

Fund Year	Federal Program Fund / CFDA #	Federal Awarding Agency	Total Federal Award Amount	Total Local Assistance Amount
2018	Forensic Sciences Improvement Act (FSIA) / 16.742	National Institute of Justice	\$2,344,903	\$2,110,413
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$
Choose an item.	Choose an item.	Choose an item.	\$	\$

3. Project Description Section:

- Project Acronym (Please choose from drop down):

Paul Coverdell Forensic Science Improvement Program (CQ)

- Project Description (Please type the Project Description):

Provides funding to the federally accredited crime laboratories, coroners, and medical examiners offices throughout California. The goal of the program is to improve the quality, timeliness, and credibility of forensic science services over current operations.

4. Research & Development Section:

- Is this Subaward a Research & Development grant? Yes ☐ No ☒

PROJECT CONTACT INFORMATION

Subrecipient: County of Alameda

Subaward #: CQ18140010 48

Provide the name, title, address, telephone number, and e-mail address for the project contacts named below. **NOTE: If you use a PO Box address, a street address is also required for package delivery and site visit purposes.**

1. The **Project Director** for the project:

Name: Steven M. Hayes

Title: Crime Laboratory Director

Telephone #: (510) 382-3303

Fax#: (510) 382-3344

Email Address: shayes@acgov.org

Address/City/Zip: 2901 Peralta Oaks Ct., Oakland, CA 94605-5319

2. The **Financial Officer** for the project:

Name: Simone Murphy

Title: Financial Services Manager

Telephone #: (510) 208-9814

Fax#: (510) 208-9822

Email Address: smurphy@acgov.org

Address/City/Zip: 1401 Lakeside Drive, Oakland, CA 94612-4305

3. The **person** having **Routine Programmatic** responsibility for the project:

Name: Steven M. Hayes

Title: Crime Laboratory Director

Telephone #: (510) 382-3303

Fax#: (510) 382-3344

Email Address: shayes@acgov.org

Address/City/Zip: 2901 Peralta Oaks Ct., Oakland, CA 94605-5319

4. The **person** having **Routine Fiscal Responsibility** for the project:

Name: Ann Keeler

Title: Supervising Criminalist

Telephone #: (510) 382-3351

Fax#: (510) 382-3344

Email Address: akeeler@acgov.org

Address/City/Zip: 2901 Peralta Oaks Ct., Oakland, CA 94605-5319

5. The **Executive Director** of a Community Based Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Gregory J. Ahern

Title: Sheriff/Coroner

Telephone #: (510) 272-6866

Fax#: (510) 272-3796

Email Address: gaهران@acgov.org

Address/City/Zip: 1401 Lakeside Drive, Oakland, CA 94612-4305

6. The **Official Designated** by the Governing Board to enter into the Grant Subaward for the City/County or Community-Based Organization, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Gregory J. Ahern

Title: Sheriff/Coroner

Telephone #: (510) 272-6866

Fax#: (510) 272-3796

Email Address: gaহern@acgov.org

Address/City/Zip: 1401 Lakeside Drive, Oakland, CA 94612-4305

7. The **chair** of the **Governing Body** of the subrecipient:

Name: Wilma Chan

Title: President, Alameda County Board of Supervisors

Telephone #: (510) 272-6693

Fax#: (510) 268-8004

Email Address: wilma.chan@acgov.org

Address/City/Zip: 1221 Oak St., Suite 536, Oakland, CA 94612

SIGNATURE AUTHORIZATION

Subaward #:

CQ1814 0010

Subrecipient:

County of Alameda

Implementing Agency:

Alameda County Sheriff's Office

*The **Project Director** and **Financial Officer** are **REQUIRED** to sign this form.

*Project Director: Steven M. Hayes

*Financial Officer: Simone Murphy

Signature:

[Signature]

Signature:

[Signature]

Date:

11/19/18

Date:

11/19/18

The following persons are authorized to sign for the
Project Director

The following persons are authorized to sign for the
Financial Officer

Ann M Keeler

Signature

Ann Keeler

Print Name

[Signature]

Signature

Rhonda Roby

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

CERTIFICATION OF ASSURANCE OF COMPLIANCE
Paul Coverdell Forensic Sciences Improvement Act (FSIA) Fund

I, Gregory J. Ahern, Sheriff/Coroner hereby certify that
(official authorized to sign Subaward; same person as Section 15 on Subaward Face Sheet)

SUBRECIPIENT: County of Alameda

IMPLEMENTING AGENCY: Alameda County Sheriff's Office

PROJECT TITLE: Paul Coverdell Forensic Science Improvement Program

is responsible for reviewing the *Subrecipient Handbook* and adhering to all of the Subaward requirements (state and/or federal) as directed by Cal OES including, but not limited to, the following areas:

I. Federal Grant Funds

Subrecipients expending \$750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F and are allowed to utilize federal grant funds to budget for the audit costs. See Section 8000 of the *Subrecipient Handbook* for more detail.

- ☒ The above named Subrecipient receives \$750,000 or more in federal grant funds annually.
- ☐ The above named Subrecipient does not receive \$750,000 or more in federal grant funds annually.

II. Equal Employment Opportunity – (*Subrecipient Handbook Section 2151*)

It is the public policy of the State of California to promote equal employment opportunity (EEO) by prohibiting discrimination or harassment in employment because of ancestry, age (over 40), color, disability (physical and mental, including HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, medical condition (genetic characteristics, cancer or a record or history of cancer), military, veteran status, national origin, race, religion (includes religious dress and grooming practices), sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions) sexual orientation, or request for family medical leave. **Cal OES-funded projects certify that they will comply with all state and federal requirements regarding equal employment opportunity, nondiscrimination and civil rights.**

Please provide the following information:

Equal Employment Opportunity Officer: Alysia Evans

Title: Chief, Human Resources

Address: 1401 Lakeside Drive, 12th Floor

Phone: (510) 208-9813

Email: aevans@acgov.org

III. Drug-Free Workplace Act of 1990 – (*Subrecipient Handbook, Section 2152*)

The State of California requires that every person or organization subawarded a grant or contract shall certify it will provide a drug-free workplace.

IV. California Environmental Quality Act (CEQA) – (*Subrecipient Handbook, Section 2153*)

The California Environmental Quality Act (CEQA) (*Public Resources Code, Section 21000 et seq.*) requires all Cal OES-funded projects to certify compliance with CEQA. Projects receiving funding must coordinate with their city or county planning agency to ensure that the project is compliance with CEQA requirements.

V. Lobbying – (*Subrecipient Handbook Section 2154*)

Cal OES grant funds, grant property, or grant funded positions shall not be used for any lobbying activities, including, but not limited to, being paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.

VI. Debarment and Suspension – (*Subrecipient Handbook Section 2155*)

(This applies to federally funded grants only.)

Cal OES-funded projects must certify that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department of agency.

VII. Proof of Authority from City Council/Governing Board

The above-named organization (Applicant) accepts responsibility for and will comply with the requirement to obtain a signed resolution from the city council/governing board in support of this program. The applicant agrees to provide all matching funds required for said project (including any amendment thereof) under the Program and the funding terms and conditions of Cal OES, and that any cash match will be appropriated as required. It is agreed that any liability arising out of the performance of this Subaward, including civil court actions for damages, shall be the responsibility of the grant Subrecipient and the authorizing agency. The State of California and Cal OES disclaim responsibility of any such liability. Furthermore, it is also agreed that grant funds received from Cal OES shall not be used to supplant expenditures controlled by the city council/governing board.

The Applicant is required to obtain written authorization from the city council/governing board that the official executing this agreement is, in fact, authorized to do so. The applicant is also required to maintain said written authorization on file and readily available upon demand.

VIII. Civil Rights Compliance

The Subrecipient complies will all laws that prohibit excluding, denying or discriminating against any person based on actual or perceived race, color, national origin, disability, religion, age, sex, gender identity, and sexual orientation in both the delivery of services and employment practices and does not use federal financial assistance to engage in explicitly religious activities.

IX. Special Conditions for Grant Subaward with Forensic Science Improvement Act (FSIA) Funds

1. Requirements of the Subaward; remedies for non-compliance or for materially false statements

The conditions of this Subaward are material requirements of the Subaward. Compliance with any certifications or assurances submitted by or on behalf of the Subrecipient that relate to conduct during the period of performance also is a material requirement of this Subaward.

Failure to comply with any one or more of these Subaward requirements, whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the Subaward period, may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the Subrecipient and the Subaward. Among other things, the OJP may withhold Subaward funds, disallow costs, or suspend or terminate the Subaward. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this Subaward (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this Subaward be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable; such provision shall be deemed severable from this Subaward.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 Subaward from Cal OES.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 Subaward supplements funds previously awarded by OJP under the same Subaward number (e.g., funds Subawarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that Subaward number (regardless of the Subaward date, and regardless of whether derived from the initial Subaward or a supplemental Subaward) that are obligated on or after the acceptance date of this FY 2018 Subaward.

3. Record retention and access

All grant records must be retained for seven years from the end of the Grant Subaward performance period. If the Subrecipient's source documentation records are retained in a database system, it must cover the entire performance period and be retrievable. If an audit, investigation, review, litigation, or any other action occurs during the Subrecipient's seven year retention period, the Subrecipient shall retain the records until the resolution of such process, or until the end of the seven year period, whichever is longer.

4. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website, including any updated version that may be posted during the period of performance. The Subrecipient agrees to comply with the DOJ Grants Financial Guide.

5. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP Subawards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this Subaward document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in Subaward conditions, references set out in material incorporated by reference through Subaward conditions, and references set out in other Subaward requirements.

6. Requirements related to System for Award Management and Universal Identifier Requirements

The Subrecipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The Subrecipient also must comply with applicable restrictions on Subawards to first-tier Subrecipients, including restrictions on Subawards to entities that do not acquire and provide (to the Subrecipient) the unique entity identifier required for SAM registration.

The details of the Subrecipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm>, and are incorporated by reference here.

This condition does not apply to a Subaward to an individual who received the Subaward as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

7. Requirement to report actual or imminent breach of personally identifiable information (PII)

The Subrecipient, and any Subrecipient at any tier, must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a Subrecipient) 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of PII to a Cal OES Program Specialist no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

8. All Subawards must have specific federal authorization

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements for authorization of any Subaward. This condition applies to agreements that, for purposes of federal grants administrative requirements, OJP considers a "Subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any Subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm>, and are incorporated by reference here.

9. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate Subaward)

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether

on the part of Subrecipients, or individuals defined (for purposes of this condition) as "employees" of the Subrecipient or of any Subrecipient.

The details of the Subrecipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>, and are incorporated by reference here.

10. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable laws, regulations, policies, and official Cal OES and DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this Subaward appears in the DOJ Grants Financial Guide and in the Cal OES *Subrecipient Handbook*.

11. OJP Training Guiding Principles

Any training or training materials that the Subrecipient, or any Subrecipient at any tier, develops or delivers with OJP Subaward funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

12. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to Subrecipient organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to Subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at

<https://www.ecfr.gov/cgibin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

15. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds Subawarded by OJP may not be used by the Subrecipient, or any Subrecipient at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds Subawarded by Cal OES from being used by the Subrecipient, or any Subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the Subawarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such Subaward. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of these prohibitions, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

16. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The Subrecipient, and any Subrecipient at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a Subrecipient would or might fall within the scope of an appropriations-law restriction, the Subrecipient is to contact Cal OES for guidance, and may not proceed without the express prior approval of Cal OES.

17. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The Subrecipient must promptly refer to Cal OES any credible evidence that a principal, employee, agent, Subrecipient, contractor, subcontractor, or other person has, in connection with funds under this Subaward (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this Subaward should be reported to Cal OES.

18. Restrictions and certifications regarding non-disclosure agreements and related matters

No Subrecipient under this Subaward, or entity that receives a procurement contract or subcontract with any funds under this Subaward, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this Subaward, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this Subaward, the Subrecipient

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

2. If the Subrecipient does or is authorized under this Subaward to make Subawards, procurement contracts, or both

a. it represents that (1) it has determined that no other entity that the Subrecipient's application proposes may or will receive Subaward funds (whether through a Subaward, procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and (2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any Subrecipient, contractor, or subcontractor entity that receives funds under this Subaward is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of Subaward funds to or by that entity, will provide prompt notification to Cal OES, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by Cal OES.

19. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The Subrecipient, and any Subrecipient at any tier, must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The Subrecipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this Subaward, the Subrecipient is to contact Cal OES for guidance.

20. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages Subrecipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this Subaward, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

21. Accreditation

Subrecipients, not including any medical examiner's office or coroner's office shall do one of the following :

- 1) if accredited, must continue to demonstrate such accreditation as a condition of receiving or using the Subaward funds; or,
- 2) if not accredited, must use the Subaward funds to prepare and apply for accreditation.

22. Use of Funds; No Research

Funds provided under this Subaward shall be used only for the purposes and types of expenses set forth in the Request for Application (RFA). Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of Subaward funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the Cal OES Program Specialist prior to incurring the expense or commencing the activity in question.

Performance Measures

To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this Subaward is measured by the following:

- 1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant Subaward performance period versus the average number of days to process a sample at the end of the grant Subaward performance period);
- 2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant Subaward performance period versus the number of backlogged forensic cases at the end of grant Subaward performance period), if applicable to the Subaward; and
- 3) the number of forensic science or medical examiner/coroner's office personnel who completed appropriate training or educational opportunities with these Coverdell funds, if applicable to the Subaward. Subrecipients are required to collect and report data relevant to these measures.

23. The Subrecipient acknowledges that, as stated in the RFA for the Paul Coverdell Forensic Science Improvement Grants Program, Cal OES assumes that Subrecipients of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application. The Subrecipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the period of the Subaward; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral. Should the project period for this Subaward be extended, the Subrecipient shall submit the above information as to the first twelve months of the Subaward as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the grant Subaward performance period, at which point the Subrecipient shall submit the required information as to any period not covered by prior reports as part of its final report. The Subrecipient understands and agrees that funds may be withheld (including funds under future Subawards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

24. The Subrecipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
25. To assist in information sharing, the Subaward Subrecipient shall provide the Cal OES Program Specialist with a copy of publications (including those prepared for conferences and other presentations) resulting from this Subaward, prior to or simultaneous with their public release. NIJ defines publications as any written, visual or sound material substantively based on the project, formally prepared by the Subaward Subrecipient for dissemination to the public. Submission of publications prior to or simultaneous with their public release aids Cal OES in responding to any inquiries that may arise. Any publications - excluding press releases and newsletters - whether published at the Subrecipient's or government's expense, shall contain the following statement: "This project was supported by Award No. _____, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice." This statement shall appear on the first page of written publications. For audio and video publications, it shall be included immediately after the title of the publication in the audio or video file.
26. The Subrecipient shall transmit to the Cal OES Program Specialist copies of all official Subaward-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by Cal OES where appropriate and to respond to press or public inquiries.
27. Copyright; Data rights

The Subrecipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under Subaward; and (2) any rights of copyright to which a Subrecipient purchases ownership with Federal support.

The Subrecipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under a Subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the Subrecipient to ensure that this condition is included in any Subaward under this Subaward.

The Subrecipient has the responsibility to obtain from Subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the Subrecipient's obligations to the Government under this Subaward. If a proposed Subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the Subrecipient shall promptly bring such refusal to the attention of the Cal OES Program Specialist for the Subaward and not proceed with the agreement in question without further authorization from Cal OES.

28. Justification of consultant rate

Approval of this Subaward does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to Cal OES and approved by the OJP program office prior to obligation or expenditure of such funds.

29. The Subrecipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this Subaward.

Environmental Assessment (EA): The Subrecipient agrees and understands that funded activities (whether conducted by the Subrecipient or contractors) may require the preparation of an EA as defined by the Council on

Environmental Quality's Regulations for implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), found at 40 CFR Part 1500. An EA is a concise public document that briefly provides sufficient analysis for determining whether to prepare an environmental impact statement (EIS) or a finding of no significant impact for the proposed activity. If in completing an EA for a proposed activity, potential adverse environmental impacts are identified, the EA will serve as a vehicle for developing either alternative approaches or mitigation measures for avoiding or reducing the identified adverse environmental impacts.

Modifications: Throughout the term of this Subaward, the Subrecipient agrees that for any activity that is the subject of a completed EA, it will inform Cal OES of (1) any change(s) that it is considering making to the previously assessed activity that may be relevant to environmental impact; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The Subrecipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has determined whether the proposed change or activity (or changed circumstances) will require additional review under NEPA. Approval for implementation will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.

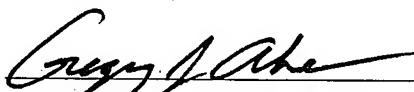
30. The Subrecipient may not obligate, expend, or draw down any funds until the program office has verified that the Subrecipient has submitted all necessary documentation required to comply with the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 (including Appendix D), and a Grant Adjustment Notice (GAN) has been issued removing this condition.
31. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until: (1) the Subrecipient has submitted documentation sufficient to demonstrate that any forensic laboratory or forensic laboratory system that will receive any portion of the grant amount either is accredited or will (or will be required to) prepare and apply for accreditation consistent with the Coverdell law and (2) a Grant Adjustment Notice has been issued removing this special condition.
32. The Subrecipient may not obligate, expend, or draw down any funds under this Subaward until a revised budget reflecting the final Subaward amount has been received and approved by the National Institute of Justice, and a Grant Adjustment Notice (GAN) has been issued removing this condition.
33. The Subrecipient agrees promptly to provide, upon request, financial or programmatic-related documentation related to this Subaward, including documentation of expenditures and achievements.
34. The Subrecipient understands that it will be subject to additional financial and programmatic on-site monitoring, which may be on short notice, and agrees that it will cooperate with any such monitoring.
35. The Subrecipient must follow the guidelines outlines in the most current version of the Cal OES *Subrecipient Handbook*.

All appropriate documentation must be maintained on file by the project and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Subrecipient may be ineligible for subaward of any future grants if the Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named below, am the same individual authorized to sign the Subaward [Section 15 on Grant Subaward Face Sheet], and hereby swear that I am duly authorized legally to bind the contractor or grant Subrecipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

Authorized Official's Signature:



Authorized Official's Typed Name:

Gregory J. Ahern

Authorized Official's Title:

Sheriff/Coroner

Date Executed:

11/19/18

Federal Employer ID #:

94-6000501

Federal DUNS #

064165053

Current System for Award Management (SAM) Expiration Date:

7/6/2019 05/21/19 AG

Executed in the City/County of:

Alameda

AUTHORIZED BY: (not applicable to State agencies)

- ☐ City Financial Officer
☐ City Manager
☐ Governing Board Chair

- ☒ County Financial Officer
☐ County Manager

Signature:



Typed Name:

Simone Murphy

Title:

Financial Services Director

BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

BUDGET CATEGORY AND LINE ITEM DETAIL

Subrecipient: County of Alameda		Subaward #: CQ18140010	
B. Operating Expenses		COST	
Crime-Lite 42S Forensic Lite Source		\$3,404	
Crime-Lite 82S Forensic Lite Source		\$3,104	
Crime-Lite 82L Linear Forensic Light Source		\$1,979	
Crime-Lite 82S UV-VIS-IR Multi-Spectral Camera Module		\$4,282	
Toughpad Computer for Crime-Lite		\$4,020	
Crime-Lite UV/IR Pass Filter		\$192	
SOC Holding Frame for Toughpad		\$320	
Crime-Lite 42 and 82 SOC Case		\$672	
Crime-Lite Rechargeable Battery (2)		\$348	
Crime-Lite Battery Charger		\$131	
Crime-Lite Battery Adaptor		\$440	
Crime-Lite AC Mains Adaptor		\$295	
Crime-Lite Clip On Red Filter		\$28	
Crime-Lite Clip On Green Filter		\$28	
Crime-Lite Clip On Blue Filter		\$28	
Crime-Lite Clip On Yellow Filter		\$28	
Crime-Lite High Performance Camera Filter (GCL/157)		\$222	
Crime-Lite High Performance Viewing Goggles		\$241	
Crime-Lite High Performance Camera Filter (GCL/153)		\$197	
Crime-Lite 2 Camera Filter Pouch		\$36	
Training for Crime Laboratory Staff (see below)		\$14,662	
Firearms examination training (\$11,000)		\$0	
International Symposium on Human Identification (ISHI) 1 employee (\$2,400)		\$0	
ISHI Registration: \$795 x 1 employee = \$795		\$0	
ISHI Workshops: \$745		\$0	
ISHI Airfare: 1 employee x \$300 = \$300		\$0	
ISHI Lodging: 4 nights x \$90/night = \$360		\$0	
ISHI per diem: 4 days x \$50/day = \$200		\$0	
California Association of Criminalists (CAC) Semi-annual Seminar 1 employee (\$1,262)		\$0	
CAC Registration: \$795 x 1 employee = 795, but only charging grant \$330		\$0	
CAC Workshops: \$212		\$0	
CAC Airfare: 1 employee x \$300 = \$300		\$0	
CAC Lodging: 3 nights x \$90/night = \$270		\$0	
CAC per diem: 3 days x \$50/day = \$150		\$0	
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BUDGET CATEGORY AND LINE ITEM DETAIL

[illegible]

VSPS Budget Summary Report

CQ18 Paul Coverdell Forensic Science Improvement Program

Alameda County

Paul Coverdell Forensic Science Improvement Program

Subaward #: CQ18 14 0010

Performance Period: 01/01/19 - 12/31/19

Latest Request: , Not Final 201

A. Personal Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18FSIA	0	0	0	0	0
Total A. Personal Services - Salaries/Employee Benefits:		0	0	0	0	0

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18FSIA	34,657	0	34,657	0	34,657
Total B. Operating Expenses:		34,657	0	34,657	0	34,657

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
F	18FSIA	30,000	0	30,000	0	30,000
Total C. Equipment:		30,000	0	30,000	0	30,000

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	0	0	0	0	0
Total Funded:	64,657	0	64,657	0	64,657
Total Project Cost:	64,657	0	64,657	0	64,657

F/S/L (Funding Types): F=Federal, S=State, L=Local Match

Paid/Expended=posted in ledger w/Claim Schedule. Pending=Processed. but not vet in Claim Schedule

05/01/19

Budget Narrative

The funding from this grant will be utilized in three main areas in order to improve laboratory timeliness and quality. These areas include:

1. Procurement of GrayKey tools to bypass encrypted iPhones. The Laboratory's current technology does not allow our digital evidence examiners to enter modern password protected iPhones. These tools will allow access to these devices in support of criminal investigations in a timely manner. This item will be purchased using the County of Alameda approved sole source written procurement policy.
2. Procurement of Forensic Light Sources and associated materials. Effective visual examination of forensic evidence, particularly sexual assault evidence, is a vital step in the screening process of victim clothing and other materials which may have bodily fluids on them. These Forensic Light Sources will allow for the ability to visualize these stains utilizing multiple light wavelengths and photography to a higher standard than the laboratory's current technology can meet. These items will be purchased through the County of Alameda approved procurement policy which requires three quotes be obtained by different vendors.
3. Training of Forensic Examiners. The laboratory currently only has one full-time firearms examiner and requires funding to complete the training of a second, and possibly third, examiner. The Crime Laboratory will utilize an independent contractor as determined through a competitive bid process. Additionally, the laboratory has new staff in the forensic biology section who require training in biological evidence screening, DNA analysis, and DNA interpretation. Utilizing this funding, the laboratory will be able to reduce backlogs and turnaround times in support of criminal investigations. All training is to be conducted within the State of California.

Project Narrative

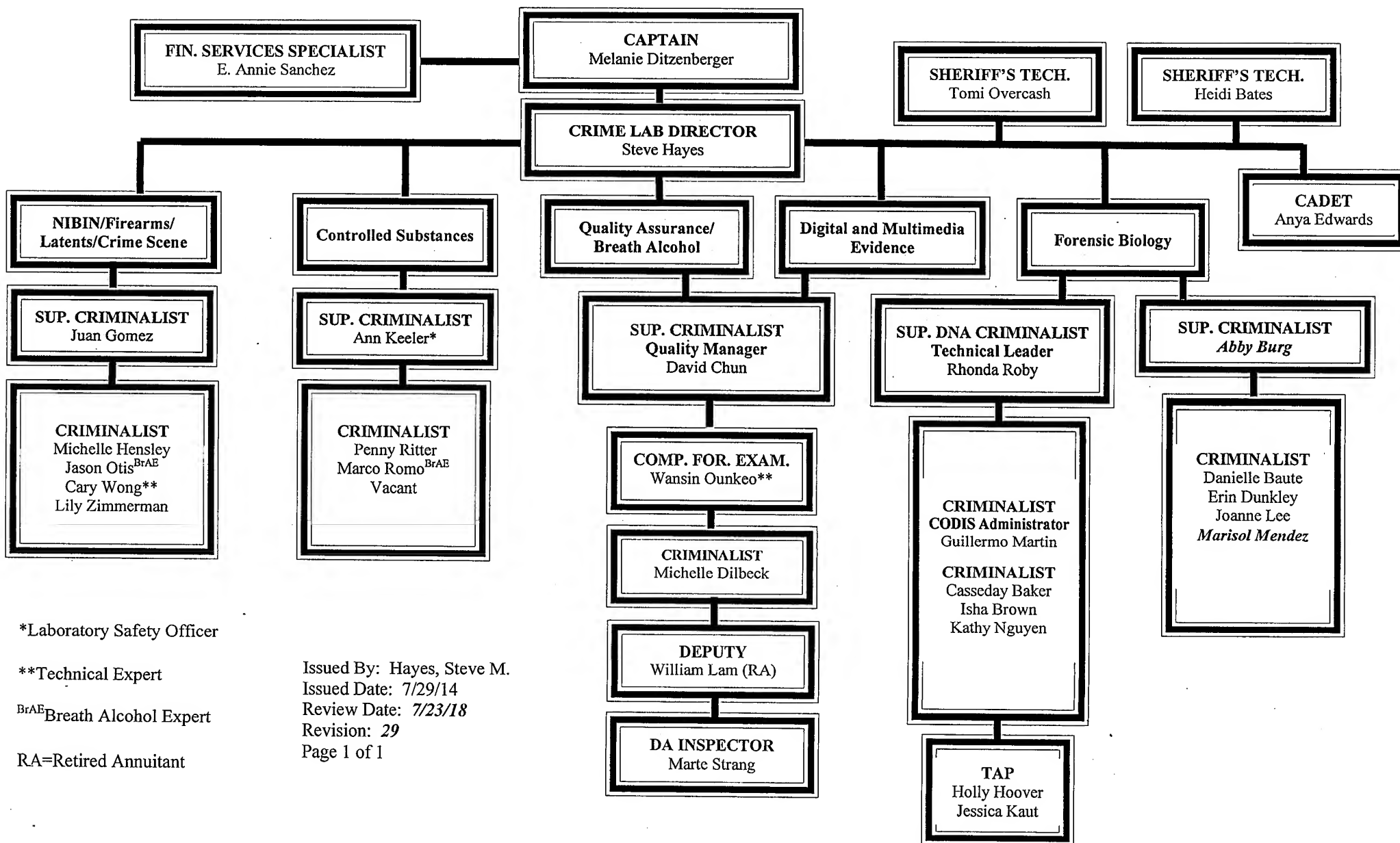
The Alameda County Sheriff's Office Crime Laboratory is a full service forensic laboratory providing services to the 1.5 million citizens of Alameda County in addition to providing controlled substances testing for the city of San Francisco. This grant proposal will address three areas in which the Laboratory needs to improve timeliness and quality in its forensic services. These areas include forensic biology testing, digital evidence examinations, and firearms examinations.

The Forensic Biology section of the Laboratory currently maintains a large backlog of cases and significant turn-around times. One phase in the analytical scheme causing these testing delays is in the initial screening of clothing and other evidence items which may contain bodily fluids. This screening involves the visual examination of evidence with traditional lighting and alternative lighting (i.e. light of different wavelengths which can oftentimes improve the visibility of body fluid stains through fluorescence or quenching). The Laboratory currently only has one alternate light source which is more than ten years old and in need of replacement in order to give examiners the best possibility of visualizing potential biological evidence. This grant funding will be used to purchase three such alternative light sources and associated supplies in order to allow Laboratory staff to simultaneously screen multiple cases and not have to wait for equipment to become available.

The Laboratory's Digital and Multimedia Evidence section is responsible for the forensic examination of digital evidence including cell phones. As encryption of these devices becomes more sophisticated, the Laboratory's tools and software are experiencing significant difficulties in bypassing passwords, thus limiting our ability to provide information to investigators. A relatively new tool which has been introduced to law enforcement agencies is the GrayKey device. This device has been demonstrated to be able to bypass encryption on iPhone devices and the acquisition of this tool will enable the Laboratory to provide investigators with useful information in support of their investigations. Currently, without the ability to bypass these security measures, our staff are unable to provide investigatively useful information.

The third area that the Crime Laboratory needs to increase its capabilities in is in the examination of firearms evidence. Currently, the Laboratory only has one full-time firearms examiner which often results in delays in the processing of firearms casework. This grant funding will be used to provide training to a criminalist to perform this important type of forensic casework.

**UNIT ORGANIZATIONAL CHART
COUNTYWIDE SERVICES DIVISION—CRIME LABORATORY**



*Laboratory Safety Officer

**Technical Expert

^{BrAE}Breath Alcohol Expert

RA=Retired Annuitant

Issued By: Hayes, Steve M.
Issued Date: 7/29/14
Review Date: 7/23/18
Revision: 29
Page 1 of 1

BASELINE DATA SHEET

The data presented on this document will establish the baseline for progress reporting. Please complete and submit the information requested below with your application.

PLEASE NOTE: Once a discipline is selected, you must report statistics on that discipline throughout the life of the Grant Subaward performance period. Please do not switch the disciplines mid-grant.

1. Identify the number of forensic analysts related to Coverdell Program:
2. Select the discipline(s) in your project and input the turn-around-time and number of backlogged cases per discipline in the chart.

Discipline	Turn-Around-Time	Backlog
Controlled Substances/Drug Chemistry		
Toxicology/Forensic Alcohol		
Trace		
Firearms	11 days	3
Questioned Documents		
Biology/DNA	213 days	203
Crime Scene		
Latent Prints		
Digital Media	11 days	4
Pathology		
NIBIN		

CERTIFICATION AS TO EXTERNAL INVESTIGATIONS

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice and to the California Governor's Office of Emergency Services (Cal OES):

- A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the Grant Subaward.
- I agree to notify Cal OES Program Staff regarding any and all complaints and/or allegations of serious negligence and/or misconduct substantially affecting the integrity of forensic results committed by employees or contractors of the forensic laboratory system.
- At the *initiation, duration of, and at the conclusion* of the investigative review process and all appropriate action has been fulfilled, I will notify Cal OES Program Staff as to the resolution and that the matter has been resolved.

I personally have read and reviewed the section entitled "Eligibility" in the announcement for the Program. I acknowledge that a false statement in this certification or in the application that it supports may be subject to criminal prosecution, under 18 U.S.C. §1001. I also acknowledge that the Office of Justice Programs and/or Cal OES Grant Subawards, including certifications provided in connection with such Grants Subawards, are subject to review by the Office of Justice Programs, Department of Justice, Office of the Inspector General, and Cal OES.

I have authority to make this certification on behalf of the applicant agency.



Signature of Certifying Official

Captain

Title of Certifying Official

Alameda County Sheriff's ofc

Name of Applicant Agency

11/19/2018

Date

Internal Affairs

Name of External Investigative Agency

Capt Emmanuel Christy

Contact at External Investigative Agency

Captain

Title

510-272-6904

Phone #

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: County of Alameda	DUNS # 064165053	FIPS #: 001-00000
Grant Disaster/Program Title: Paul Coverdell Forensic Science Improvement Program		
Performance Period: 01/01/2019 to 12/31/2019	Subaward Amount Requested: \$64,657.00	
Type of Non-Federal Entity (Check Box)	<input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

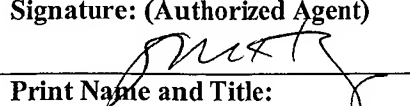
Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 Years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 Years
3. How many grants does your organization currently receive?	>10 Grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$31,000,000.00
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Periodically
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	As needed
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	3-5 Years
13. Do you have procedures to monitor grant funds passed through to other entities?	N/A

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

Signature: (Authorized Agent) 	Date: 11/19/18
Print Name and Title: Steven Hayes, Crime Lab Director	Phone Number: (510) 382-3303
Cal OES Staff Only: SUBAWARD # CQ18140010	

PROJECT SERVICE AREA INFORMATION

1. COUNTY OR COUNTIES SERVED: Enter the name(s) of the county or counties served by the project. Put an asterisk where the project's principal office is located.

Alameda County*

2. U.S. CONGRESSIONAL DISTRICT(S): Enter the number(s) of the U.S. Congressional District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

15 and 13*

3. STATE ASSEMBLY DISTRICT(S): Enter the number(s) of the State Assembly District(s) which the project serves. Put an asterisk for the district where the project's principal office is located.

15, 16, 18*, and 20

4. STATE SENATE DISTRICT(S): Enter the number(s) of the State Senate District(s) that the project serves. Put an asterisk for the district where the project's principal office is located.

~~7, 9*, and 10~~ 15, 16, 18*, 20 15

5. POPULATION OF SERVICE AREA: Enter the total population of the area served by the project.

1.5 million people.